



NOTICE OF A PUBLIC MEETING
TOWN OF RANCHO VIEJO
BOARD OF ALDERMEN
SPECIAL MEETING
FEBRUARY 20, 2018
6:00 P.M.

NOTICE is hereby given of a SPECIAL MEETING of the BOARD OF ALDERMEN of the TOWN OF RANCHO VIEJO, TEXAS, to be held on FEBRUARY 20, 2018 at 6:00 P.M., in the TOWN MUNICIPAL OFFICE, 3301 CARMEN AVENUE, RANCHO VIEJO, TEXAS to consider the following items:

1. Call to Order
2. Roll Call
3. Invocation and Pledge
4. Public Comment
5. Discussion/Review/Action on Amendments to Town of Rancho Viejo Code of Ordinances Chapter 70 – Parking Regulations, Division 2 – Recreational Vehicles and Division 3 – Parking Regulations; Containing a Penalty; Providing for Publication; and Containing Other Provisions Related to the Subject
6. Discussion/Review/Action on Resolution Adopting Bylaws for the Human Resource Advisory Committee
7. Public Comment
8. Adjourn


Fred Blanco, Town Administrator



1. Call to Order by Mayor Rathbun

2. Roll Call

by Isabel Perales

Aldерwoman Guerrero

Alderman Lucio

Aldерwoman Salinas

Aldерwoman Truan

Alderman Vera

Legal Counsel, Daniel Rentfro, Jr.

Town Administrator, Fred Blanco.

3. Invocation and Pledge

The pledge of allegiance to the United States Flag:

“I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”

And the pledge of allegiance to the Texas State Flag is,

“Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

4. Public Comment

5. Discussion/Review/Action on
Amendments to Town of
Rancho Viejo Code of
Ordinances Chapter 70 –
Parking Regulations, Division 2
– Recreational Vehicles and
Division 3 – Parking
Regulations; Containing a
Penalty; Providing for
Publication; and Containing
Other Provisions Related to the
Subject

DIVISION 2. - RECREATIONAL VEHICLES

- **Sec. 70-272. - Definitions.**

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Recreational vehicles and mobile equipment shall include mobile homes, motor homes, house trailers, livestock trailers, tractor trailers, trucks licensed for over three-fourths ton, boats and boats on trailers, and trailers of any nature with or without property located thereon, tents or any other mobile devices. Duly licensed passenger vehicles including pickup trucks are not included in this definition but are a part of this article.

(Ord. No. 18C, § 1, 3-14-1989; Ord. No. 18, art. IVA, 3-13-1990; Ord. No. 18X, § 3, 12-11-2001)

- **Sec. 70-273. - Prohibited parking and/or storage.**

It shall be unlawful for any person to park, store, or leave to stand any recreational vehicle or other mobile equipment as defined in section 70-272 on any lot, property or driveway of any lot located within an "A" (recreational), "B" (single-family dwelling) or "C" (multifamily dwelling, apartments, townhouses and condominiums) district as defined by this chapter, except as authorized in Section 20-274 below. A vehicle shall be considered parked, stored or left to stand on a lot, property, or driveway if it is present for any duration of time on 3 or more out of 7 consecutive days, (a day being the period beginning at midnight and ending at 11:59 pm.)

(Ord. No. 18C, § 1, 3-14-1989; Ord. No. 18, art. IVA, 3-13-1990)

- **Sec. 70-274. - Permit authorization.**

The following exception shall apply to the limitation on parking of recreational vehicles or other mobile equipment established by section 702.73: Owners or operators of recreational vehicles or other mobile equipment as defined in section 70-272 hereof, who are not residents of the town, but who are visiting a resident of the town, may park the vehicle for a maximum of seven days by first obtaining a parking permit from the mayor's office.

(Ord. No. 18C, § 1, 3-14-1989; Ord. No. 18, art. IVA, 3-13-1990)

- **Sec. 70-275. - No violation.**

Recreational vehicles or other mobile equipment as defined in this division hereof parked in a garage or carport are not deemed to be in violation of this division.

(Ord. No. 18C, § 1, 3-14-1989; Ord. No. 18, art. IVA, 3-13-1990)

- **Sec. 70-276. - Construction equipment.**

Construction equipment and/or portable buildings being used in connection with construction located within the town for which a building permit has been issued and a certificate of occupancy not yet issued is deemed not to be in violation of this division.

(Ord. No. 18C, § 1, 3-14-1989; Ord. No. 18, art. IVA, 3-13-1990)

- **Sec. 70-277. - Prohibited occupancy of recreational vehicles.**

No person may reside in or occupy a recreational vehicle or other mobile equipment as defined in section 70-272 hereof within the town unless the same is located on a duly designated lot zoned for that purpose.

(Ord. No. 18C, § 1, 3-14-1989; Ord. No. 18, art. IVA, 3-13-1990)

- **Sec. 70-278 – Injunctive Relief**

In addition to any penalties or fines that may apply to a violation of the provisions of the Division 2, the Town may additionally seek injunctive relief as the Board of Aldermen deems necessary to enforce the provisions of this Division.

- **Secs. 70-278—70-302. - Reserved.**

- **DIVISION 3. - PARKING REGULATIONS**

- **Sec. 70-303. - Prohibited parking and/or storage.**

No vehicle or other mobile equipment of any nature shall be parked, stored or left to stand on any lot or property except a driveway of any lot located within a "B" single-family dwelling, or "C" multifamily dwelling, apartments, townhouses and condominiums district as defined by this chapter for more than 24 hours. Duly licensed passenger vehicles, including pickup trucks, are included in this restriction.

(Ord. No. 18U, § 1, 2-9-1999; Ord. No. 18X, § 7, 12-11-2001)

- **Sec. 70-304. - No violation.**

Vehicles or other mobile equipment parked in a driveway, garage or carport are not deemed to be in violation of this article.

6. Discussion/Review/Action on Resolution Adopting Bylaws for the Human Resource Advisory Committee

REVISED DRAFT February 16, 2018

RANCHO VIEJO, TEXAS - HUMAN RESOURCE ADVISORY COMMITTEE

Committee established.

The Town of Rancho Viejo, Texas hereby establishes the formation of a Human Resource Advisory Committee.

Members.

The Committee shall consist of a total of five members. The permanent member will be the Mayor. The remaining four members shall be appointed by the Mayor, each person appointed being subject to approval by the Board of Aldermen. The appointed members shall serve a term of two years.

All appointed members serve at the pleasure of the Board of Aldermen and can be removed at any time by a majority vote of the Board. Any appointed member that is a member of the Board of Aldermen shall cease to be a member, automatically without any action by the Board, if that person ceases for any reason to be a member of the Board of Aldermen.

The four appointed members shall have the right to vote on all matters before the Committee. The Mayor may vote only if there is a tie vote among the voting members.

The Mayor shall fill vacancies for the unexpired term of any of the members of the Committee.

Advisory Capacity.

The Committee shall serve in an advisory capacity to provide the Board of Aldermen with advice and comments on human resource policies for the development of a Human Resource Manual, to include a compensation plan, related ordinances, and specifically focusing their advice on whether or not the proposed human resource policies are in accordance with the town's ordinances as they relate to employment laws and are reviewed by legal counsel. The Committee has no authority to take final action on any plan, policy, or ordinance or to waive any plan, policy, or ordinance.

Duties.

The duties of the Committee shall be to:

- (1) Prepare a Human Resource Policy Manual. The initial task of the Committee will be to review the existing human resources policies and make recommendations to update, supplement, and consolidate the existing policies into a comprehensive Human Resources Policy Manual. The HR Policy Manual shall be used as a guide for employees and shall set the terms and conditions, including compensation, benefits, disciplinary procedures, and other matters, for employment with the Town. The goal of the Committee is to present a draft of the manual prior to April 31, 2018. The Manual must be approved the Town's Board of Aldermen at a public posted meeting.
- (2) In subsequent years, developing and considering presenting to the Mayor and Board of Aldermen, an annual plan outlining the Committee's program recommendations for

revisions to the program for the upcoming fiscal year. Said plan shall be presented to the Mayor and Board of Aldermen prior to April 31 of each year, or earlier as is required by changes in the law or special circumstances. Any revisions must be considered for approval by the Board of Aldermen at a public posted meeting.

- (3) Review annually or as needed the Town's compensation plans and make recommendations for revisions to the plan, consistent with state and federal employment laws and in the best interest of the Town.
- (4) Provide advice to the Board of Aldermen at the Mayor's request.

Compensation.

Members of the Committee shall serve without compensation.

Chairperson.

The Mayor shall appoint a chairperson to lead the Committee. The term of the chairperson shall be for one year with eligibility for reappointment.

Meetings.

The Committee shall hold business meetings as needed. Although the Committee is purely advisory, in the interest of transparency the Committee shall post notice of its meetings in accordance with the Texas Open Meetings Act. The Committee shall have the right to adjourn into executive session as provided for by the Act. A quorum consisting of three out of four appointed voting members shall be required to conduct business.

If a voting member is absent for three consecutive meetings or has three unexcused absences within a 12-month period, that member may be replaced by the Mayor. It is the chairperson's responsibility to notify the Mayor of any member to which this applies.

7. Public Comment

8. Adjourn